HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS
PO Box 188 111 Mill Road
Schaefferstown, PA 17088
(717) 949-3885 fax (717) 949-2915 htac@comcast.net

October 27, 2026
MEETING MINUTES

Board members present:	Others present:
Paul Fetter	Jennifer Snyder – Office Manager
	Paul Bametzreider – Solicitor
Stephen Martin	Nick Ebersole– Township Engineer/Zoning Officer
	Cody Shalters – Public Works Superintendent
	Justin LaTourette – Utility Operator
	14 members of the public

The meeting was called to order at 6:30 by Chairman Fetter, followed by the Pledge of Allegiance to the Flag. Chairman Fetter noted that Ivan Martin was not in attendance for the meeting.

A call for public comment was made.
Marshall Kramer asked if the electronic speed signs located in the township have the ability to record data. Chairman Fetter noted that they do not as that requires extra software we do not have.
Sherry Stohler asked if there was any resolution to trucks turning from Route 897 onto Millbach Road. Chairman Fetter noted that PennDOT is beginning a traffic study on Route 897 from Lebanon City to the Lancaster County line. Issues such as the one she referenced will be noted and hopefully resolutions can be put in place.

A review of the meeting minutes of September 22, 2026 was conducted. **Chairman Fetter made a motion to approve the Minutes of the meeting of September 22, 2026 and was seconded by Stephen Martin. The motion was approved.** The minutes from the October 14, 2026 Budget Workshop were reviewed. **Chairman Fetter made a motion to approve the Budget Workshop Minutes from October 14, 2026. Stephen Martin seconded the motion and the motion carried.**

Bills for the Township were submitted and reviewed for payment. **After brief discussion, Chairman Fetter made a motion to accept the bills submitted for a total of $431,370.13 from the Light Fund, Liquid Fund and General Fund for bills and payroll. Stephen Martin seconded the motion and the motion carried.**
Bills for the Sewer account were submitted and reviewed for payment. **After brief discussion, Chairman Fetter made a motion to accept the bills as submitted for a total of $15,678.82. Stephen Martin seconded the motion and the motion carried.**
Bills for the Water account were submitted for review and payment. **After brief discussion, Chairman Fetter made a motion to accept the bills as submitted for a total of $6,412.99. Stephen Martin seconded the motion and the motion carried.**

The Treasurer's Report for September 2026 was reviewed. Included in the review were bank statements from Fulton Bank and PLGIT, cash deposits and a Budget Comparison for year-to-date revenues and expenditures.

The Public Works Report for September 2026 was reviewed. Cody Shalters was in attendance to field any questions.
A shop storage unit is requested to turn the small room in the garage into an office. Ms. Snyder noted the unit is on sale until October 31st. **After brief discussion, Chairman Fetter made a motion authorizing the purchase of a shop storage unit for $1,799.00. Stephen Martin seconded the motion and the motion carried.**

The State Police Report for September 2026 was reviewed.

A Park & Recreation update was held.
The minutes from the September 2026 meetings were reviewed.
The October meeting recap was discussed as well.
Marshall Kramer spoke about the changes DCNR required for the Grant project to reconfigure the triangle land parcel with other improvements. Due to the alterations to the project scope the cost has increased substantially. Mr. Kramer noted the increase is roughly $100,000. He requested the Board approve the change in project scope so the next steps can take place. Ms. Snyder noted that Scott Hain had notified her of the project changes and the cost increase. The money allocated for the project and the increased costs is included in the 2027 Budget. The Board will only be able to approve the cost increase if the budget is adopted as advertised on November 17, 2026. **After discussion, Stephen Martin made a motion to approve the scope of work changes to the DCNR Grant Project land rehabilitation with condition of Budget approval. Chairman Fetter seconded the motion and the motion carried.**

The Zoning Officer's Report for Month to Date October 2026 was presented for review.

<u>Engineer's Report</u>
Nick Ebersole presented the Engineer's report.
Fox & Long submitted a Payment Application for plumbing work done on the township building interior remodeling project. Solicitor Bametzreider called the bonding company for Warko Enterprises, our original plumbing bid awardee, requesting damages for the amount paid above their bid amount. He is awaiting communication from them. After reviewing the submitted documents, DMA recommended approval of the payment in the amount of $12,373.54. After brief discussion, **Stephen Martin made a motion to approve the Fox & Long Payment Application for $12,373.54 for work on the plumbing for the interior remodel project at the Township Building. Chairman Fetter seconded the motion and the motion carried.**
The Utility Connection Specification information is still being worked on.

Solicitor's Report

Solicitor Bametzreider was in attendance.

Ordinance 177 to define Handicap parking mechanisms has been reviewed by the Board and has been advertised for adoption. This allows handicap parking spaces to be designated by resolution when requested by a resident. **After brief conversation, Chairman Fetter made a motion to adopt Ordinance 177 for Handicap Parking Designation. Stephen Martin seconded the motion and the motion carried.**

The addendum to the Landmark Copper Ridge Developer Agreement Escrow Use definition has been written. It has been accepted and signed by Landmark representatives. This will allow their $10,000 escrow to pay invoices for other aspects of the project beyond Phase 1 Construction and Observation. **After brief discission, Chairman Fetter made a motion to approve the addendum to the Landmark Copper Ridge Developer Agreement Escrow use definition. Stephen Martin seconded the motion and the motion carried.**

The Data Center Ordinance draft is submitted for Board review. The Board should authorize the Draft to be reviewed by Planning Commission and Lebanon County Planning Department for any comments. Once they approve, it can be advertised for adoption. The Board was acceptable of the draft being reviewed by Planning Commission and LCPD as written.

The improvement dedication and easement agreement for Linda Sue Gardens still needs some items reviewed. An integrity bond on Linda Sue Lane is requested but there is some pushback from the developer. Solicitor Bametzreider hopes to have the issues worked through for next meeting. Once item noted was turning over streetlights to the Township. Ms. Snyder noted that previous iterations of the agreement had the Linda Sue Gardens HOA continue to pay the streetlight costs. Solicitor Bametzreider will look into that matter with the Blue Lake Builders attorney.

The water line easement and well abandonment at 8 Juliada Drive is nearly complete. Justin LaTourette noted that the land was cleared and reviewed to see what work needs to be done to abandon the wells. He is getting quotes for the work needed to decommission the wells from the old private water system that are located on the property.

Solicitor Bametzreider noted that Governor Shapiro signed act 203 into law limiting what can be added to public meeting agendas once posted. The only items allowed to be added are emergency items that take place after the agenda is made or items of no expenditure.

OLD BUSINESS

There was none.

NEW BUSINESS

The Pension State Aid for 2026 amount of $32,714.04 was received from the State. The Board must authorize the transfer of those funds directly deposited into our General Fund to our Pension Fund. **Chairman Fetter made a motion to authorize transfer of Pension State Aid in the amount of $32,714.04 from our General Fund to our Pension Fund. Stephen Martin seconded the motion and the motion carried.**

Since the State Aid for our 2026 Pension MMO did not cover the full amount required, the Township will need to transfer the difference into the Pension Fund. Ms. Snyder requested the amount of $17,521.96 be transferred. The full amount of the MMO is budgeted each year so any State Aid received lessens our expense burden. **Stephen Martin made a motion to transfer $17,521.96 from**

General Fund to the Pension Fund to cover the balance due on our 2026 Pension Minimum Municipal Obligation. Chairman Fetter seconded the motion and the motion carried.
Quotes were received for technology items needed to move the township computers back into the new office space. An electrical outlet and other components need to be installed to house the server and other technology items in the copier room as planned. Steggy's Eelctrtic provided a quote of $1,850.00 to do the work and they can meet our timeline. **At this time Stephen Martin made a motion to approve the quote from Steggy's Electric for $1,850 for electric work needed for technology movement. Chairman Fetter seconded the motion and the motion carried.** A quote from Custom Computer for $1,244.85 was received for computer network housing and connections. **After brief discussion, Stephen Martin made a motion to approve the quote from Custom Computer for computer network housing and connections. Chairman Fetter seconded the motion and the motion carried.**
An ASA application was received from the Glen Zimmerman family for their land on Cherry Lane Rd. Ms. Snyder discussed waiting the 180 Days for automatic inclusion with both the family and the Lebanon County Conservation District. The Conservation District said the family is on the waitlist for land Preservation so waiting is acceptable. **At this time Chairman Fetter made a motion to formally accept the ASA application from Glen Zimmerman and family and will waive the formal hearing to ratify inclusion. Stephen Martin seconded the motion and the motion carried.**
A request from Schaefferstown Community Event Association for Fire Police assistance at their events was received. The events take place on October 29, 2026 and November, 22, 2026. Ms. Snyder spoke to Jeff Stoltzfus, Fire Police Captain, and he said they can assist with traffic control. There was some discussion about extra township vehicles parked at the intersection of South Market Street and Heidelberg Avenue. Marshall Kramer of the SCEA will review the setup of the events and see what may be needed. **Stephen Martin made a motion to authorize the Schaefferstown Fire Police to assist with traffic control at the Schaefferstown Community Event Association events on October 29th and November 22nd. Chairman Fetter seconded the motion and the motion carried.**

Utility Update

Justin LaTourette of Purified Operations was in attendance to discuss utility matters.
Mr. LaTourette stated that the check valves were rebuilt at the main sewer pump station as approved previously. The water system saw the replacement of two updated hydrants.
The Well 8 Permit application and treatment facility design has been reviewed and is ready to be approved and signed. All items of concern have been addressed. **After brief discussion, Chairman Fetter made a motion to approve the application to add Well 8 to the Public Water Supply system. Stephen Martin seconded the motion and the motion carried.** Ivan Martin is the designated signor and will sign the application when he returns. Well 8 will have a discharge of wastewater into the public sewer system. Since there is no need for an onsite septic system, we will need to process the Sewer Planning Module Exemption for the well. **Chairman Fetter made a motion to approve the Well 8 Sewer Planning Module Exemption. Stephen Martin seconded the motion and the motion carried.**
The Flintville sewer Pump Station needs a new blower unit. Mr. LaTourette provided a quote for $1,805 from Envirep for the part. **At this time Stephen Martin made a motion to approve purchase of a new blower unit for $1,805 plus freight for the Flintville Sewer Pump Station. Chairman Fetter seconded the motion and the motion carried.**
A quote was received from Garden Keepers for tree and bush removal and trimming at the Main Sewer Pump Station. **After brief discussion, Chairman Fetter made a motion to approve Garden Keepers**

to perform landscape work at the Main Sewer Pump Station for $1,000. Stephen Martin seconded the motion and the motion carried.
The EIT Report for September 2026 was presented for review.

The SEO Report for September 2026 was reviewed.

Secretary Report
Ms. Snyder provided a job description for a Part Time Administrative Assistant and asked if the Board wishes her to advertise the position. The Board would like to authorize advertising in case no candidate is found locally. **Chairman Fetter made a motion to authorize advertising for a Part Time Administrative Assistant. Stephen Martin seconded the motion and the motion carried.**
The Lebanon County Ag Preservation Board sent a Thank You for supporting their endeavors along with information regarding preserved land in the County.

Jamie Wolgemuth noted that there was discussion regarding budget adoption but wished to verify when that will take place. Ms. Snyder stated that at the Budget Workshop held on October 14, 2026 the Board approved the draft budget for advertising. It was placed on the Township website for review last week with the intention of the 2027 Budget being adopted at the November 18th meeting.
Tim Hoffman asked about a statement in LebTown regarding a possible tax increase. The Board and Ms. Snyder both iterated that the comment was only in reference to a possible tax increase sometime in the future if necessary. There is no plan for a tax increase at this time.

At 7:53 Chairman Fetter made a motion to adjourn, which was seconded by Stephen Martin. All were in favor, and the motion carried.

The next meeting of the Heidelberg Township Board of Supervisors will be held at the Heidelberg Township Building at 111 Mill Road, Schaefferstown on November 18, 2026 at 6:30pm.

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Secretary